What Is Explorer?

Explorer is a World Wide Web application which provides an easy-to-use interface for browsing, searching, and retrieving documents. Explorer is an integration of standard WWW server software and Verity's Topic search engine. Explorer was developed at Los Alamos National Laboratory in collaboration with Verity, Inc. and Adobe, Inc., with support provided by the University of California, Los Alamos, and the Department of Energy.

Currently, Explorer collections contain policies and procedures, LANL publications, business information systems user guides, and software development documents. Documents are stored in several formats, including ASCII and PDF (Adobe Acrobat ™ portable document format). Your browser displays ASCII documents and launches the Adobe Acrobat Reader to display PDF documents.

Explorer is a tool. The organizations that provide the documents and collections are ultimately responsible for validation and verification of their information.

Searching With Explorer

Access the search screen from within any document under Explorer by clicking on the **Search** button on the Explorer Tool Bar. On the search screen, select the collections you wish to search (e.g., Policies and Procedures, DOE Directives) by clicking in the appropriate check boxes. Click once in the search criteria field, type the words or phrases for your query, and click on the **Submit** button to launch the search.

Explorer will return a list of documents arranged by score in descending order (1.00 is highest). From this results list, click on the highlighted ID for the document you wish to view.

Most documents under Explorer are in ASCII or PDF format. To return to the results list from within a document, close the Acrobat Reader (in the case of a PDF document) or use the **Up** button on the Explorer Tool Bar.

The TOPIC search engine that underlies Explorer uses **stemming**. This means Explorer will automatically search for stems of words in any query submitted. To search for an exact word or phrase without the use of stemming, enclose your query entry in quotes.

To avoid long, irrelevant results lists, **focus your query** by using specific terms and search operators. If you are getting little or no results from a search query, try broadening your search using stemming and wild cards (*), or by simply broadening your terms.

Searches under Explorer are **not case sensitive.** The search results list will be the same regardless of whether you use upper-case or lower-case letters in your query.

The default connector for words in a phrase is **<or>.** To override this default and search for an exact phrase, enclose your query in quotes.

On-line Help

On-line help is always available throughout Explorer. Using the Explorer Tool Bar, click on the **Help** button. Or, for examples of valid searches, click on the **examples** link on the search screen.

Examples

Focus and refine your searches by becoming familiar with the **examples** hyperlink found on all Explorer search screens. The more you fine tune your queries, the greater your success will be in finding the exact information you need.

The following are some examples of valid queries using Explorer:

"Nevada"

Searches for the exact word *Nevada* without stemming.

contractor

Searches for any word with the stem *contract-*(e.g., contractual, contracts, contracting, contracted...)

travel <and> reimbursement

Searches only for documents containing both terms, using stemming.

"neural networks" <or> "intelligent control"

Searches for documents containing either the exact phrase *neural networks* or the exact phrase *intelligent control.* Explorer lists first those documents containing both phrases.

licens*

Searches for documents containing the stem *licens-.*(e.g., license, licensable)

business <not> pleasure

Searches for documents containing the word *business* where it occurs without the word *pleasure,* using stemming.

"software" <and> (copyrights <or> licensing)

Searches for documents containing the exact term *software* where it exists with the word *copyrights* or *licensing,* using stemming on these last two terms.

"superconductor" <near> "magnetic resonance imaging"

Searches for documents containing both phrases ranking the results of the search based on the proximity of the two terms.

The Explorer Tool Bar

At the top of each Explorer screen you will find a row of buttons to aid in searching and navigating documents in Explorer.

Search   Displays form for searching Explorer documents

Home	A one step jump back to the home page of the document you are viewing
Up	Displays the previous Explorer level
Next	Displays the next document in the results list
Previous	Displays the previous document in the results list
Comments	Comments, questions, or suggestions for Explorer
Help	Link to on-line help for Explorer
Mark	Under Construction
Download	Under Construction
About	Information about the collection
Ship	Displays information about Explorer

Printing a Document

An ASCII (plain-text) document may be printed directly from your browser using Netscape's or Mosaic's Print option. Or it can be saved and then printed from your word processing software.

To print a PDF document directly from Adobe Acrobat:

Select **Print** on the File menu. The Print dialogue box is displayed. Select the appropriate print options and click **OK** to begin printing.

Saving a Document to Disk

To save a document in Explorer to disk:

Open the document to be saved by selecting it on the search results list. To save an ASCII file use the

Netscape toolbar or Mosaic menu and select **Save As** on the **File Menu**. Select the drive and directory where you want to place the file and type the new filename. Click **OK**.

To save a PDF file, you must select the file you want to save by clicking on it once with the right mouse button. Then, choose the **Save this Link as** option. If you have Acrobat Exchange, select the file you want to save then choose **Save As** in the **File Menu**. Select the drive and directory on which you want to save your file, and type the new file name. Click **OK**.

Send Questions, Comments, or Suggestions regarding Explorer to:

explorer@lanl.gov

Other DOE Web Sites:

DOE Home Page
http://www.doe.gov/

DOE Technology Information Network
http://www.dtin.doe.gov:5001/

Success-thru-Sharing (Quality Resources)
http://iosun.lanl.gov:8010/

DOE Directives
http://iosun.lanl.gov:2008/

Explorer Quick Reference Card

http://iosun.lanl.gov:2001/

**Quick Reference Card
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